**Berkeley City College – Facilities Committee**

**May 8, 2020**

**Zoom Meeting**

Membership (X=Present); (A=Absent); (E=Excused)

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| **Name** |
| X | Shirley Slaughter, Co-Chair, Administrator Rep | A | Tenzing Gendun, ASBCC Rep |
| X | Scott Barringer, Classified Rep | X | Susan Khan, Faculty Rep |
| X | Melina Bersamin, Faculty Rep | X | Vincent Koo, Classified Rep |
| X | Bobby Birks, Classified Rep | X | Joanna Louie, Classified Rep and Recorder |
| A | Joshua Boatright, Faculty Rep | A | Jasmine Martinez, Classified Rep |
| A | Felicia Bridges, Classified Rep | X | John Nguyen, Co-Chair, Administrator Rep |
| A | Sarah Dibas, Student | X | John Pang, Classified Rep |
| X | Johnny Dong, Classified Rep | X | Roger Toliver, Classified Rep |
| X | Natalia Fedorova, Classified Rep | A | Zeyu Wang, ASBCC Rep |

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| **Guests** |
| X | Keith Kajiya, AECOM | X | Bobby Khushal, Alma Strategies |
| X | Sharon Serrano, AECOM | X | Ramona Butler, EOPS/CARE Coordinator  |

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| **Agenda Item** | **Discussion** | **Follow-Up Action** |
| 1. Standing Items (12:15-12:30pm) |
| 1. Call to Order
 | 12:33pm |  |
| 1. Adoption of the Agenda
 | Motion: Melina Bersamin moved to approve the agenda. John Nguyen 2nd.All in favor.Opposed: NoneAbstentions: NoneMotion passed. |  |
| 1. Approval of 4/10/20 Minutes
 | Motion: Joanna Louie moved to approve the minutes. John Pang 2nd.All in favor.Opposed: NoneAbstentions: NoneMotion passed. |  |
| 2. Measure G Bond Update – Keith Kajiya (AECOM) | After undergoing a vigorous search led by Dr. Leigh Sata and Director Atheria Smith, AECOM was selected as the firm to provide program management services for the District’s capital bond program. AECOM is a multi-discipline firm specializing in design, consulting, and contracting. **Keith Kajiya**, Bond Program Manager (AECOM) introduced members of his team to the Facilities Committee. Keith will serve as the Principal-In-Charge and as the Bond Program Manager. Keith Kajiya’s team focus will be on educational programs and construction management services. Members of his team are as follows:**Sharon Serrano,** Design and Planning Manager, will oversee the design team and ensure all projects remain on schedule and within budget. **Ray Loving,** Financial and Contract Manager, will procure all services and contractors for Berkeley City College capital projects.Each campus will be assigned their own Construction Managers (CM). Kitchell Construction is on the Board agenda for the May 12, 2020. If approved, they’ll be responsible for all major capital and infrastructure projects on at Berkeley City College. AECOM launched a website dedicated to capital projects. For more information related to PCCD’s capital bond program, refer to the website Build.peralta.edu . Included on the website you’ll find:* Projects and Status Updates
* Community Outreach
* Bond Oversight
* Business Outreach
* Design, Images Renderings, and Schedules

**Two Major Capital Projects for Berkeley City College*** Milvia Street New Building- Phase 1: New Classroom Building
* Expect to start procurement in the next few months
* Estimated completion date: 2024
* Center Street Reconfiguration/Infrastructure- Phase 2
* Design planning phase will start towards the end of 2022 or at the start of 2023

***Melina Bersamin’s Question***: Are there things that we should consider in the design process related to social distancing? ***Keith Kajiya’s Response***: I’ve had extensive discussions with Dr. Sata on how best to address the matter. We’re in the building design phase and will adjust our plans accordingly given the climate of COVID-19.  |  |
| 3. State Funding Five-Year Construction Plan/IPP – Bobby Khushal (Alma Strategies)  | **Bobby Khushal** providedan overview of how the state supplements funding for the capital projects.We go through an annual district-wide process of recording and updating our construction activities which is forwarded to the State Chancellor’s Office. Part of the process is to update the colleges’ 5-Year Capital Construction Plan. This is the plan that houses all the information related to projects that are bond and/or state funded. Both Berkeley City College phase 1 and 2 projects are bond funded projects. There are two types of projects submitted to the State. One is the Initial Project Proposals (IPP’s) and the other is the Final Project Proposals (FPP’s). There are currently no IPP’s or FPP’s in the system for BCC. An IPP is the first step in the process which is a conceptual document that describes the project in general terms and provide cost estimates. If approved, the IPP moves to the FPP stage for funding. The FPP stage cause for user group engagement, i.e., square footage, and programming.Bobby does not see a feasible IPP being submitted for BCC based on two factors: 1. Schedule- Any IPP submitted now to the State, the earliest start date would be in the year 2023 for project design. We do not want to wait to start on the Milvia Project.
2. Scoring Metrics- Phase 2- Center Street Reconfiguration could be a potential IPP. However, one of the factors would be the age of the building and site. Given the 2050 Center Street location is a relatively new building, it will not score high enough to be competitive. Therefore, it will not be scored high enough to be approved with all the other IPP and FPP’s that are submitted system wide throughout the community college system.
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| 4. Participatory Governance Self-Evaluation – Shirley Slaughter  | Participatory Governance Self-Evaluation Survey Link: <https://bcc.az1.qualtrics.com/jfe/form/SV_083XiXG3V7phuL3>Director Slaughter shared the purpose and importance of the committee completing the Participatory Governance self-evaluation is here. She asked that the committeetake a few moments to complete the survey and reply in the Chat when complete.Each committee member completed the survey.  | Completed. |
| 5. Standard IIIB – John Nguyen | The Committee spent a substantial portion of its meeting reviewing and updating Standard IIIB . All Leads and members were asked to forward their evidence for input into the ISER to John Nguyen by Thursday, April 16th. The draft deadline was yesterday at 7pm. Each standard is being compiled into one document. This is our initial draft and it will be compiled again when finalized. John Nguyen will connect with Shirley Slaughter and committee members if anything else is needed.  |  |
| 6. New Business / Future Agenda Items – Committee  | No new business.  |  |
| 7. Adjourn  | 1:48pm  |  |